



WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 12<sup>th</sup> June 2024 commencing at 7.00 p.m. in the Memorial Hall.

*[Informally approved. Formal approval, at the next meeting with any corrections]*

PRESENT: Cllrs. Bartholomew, Brookes, Mecrow, Tuck, Winch.

ALSO PRESENT: District Councillor Richard Winch and County Councillor Jessica Fleming

1. OPENING - including Statement, if any	
2. APOLOGIES <ul style="list-style-type: none"> <li>a. Cllr Belson (holiday) and Cllr Roberts (unavoidable work commitments).</li> <li>b. Consent was given.</li> </ul>	
3. DECLARATIONS of Pecuniary & Non-Pecuniary Interests <ul style="list-style-type: none"> <li>a. To receive declarations of pecuniary, local non-pecuniary interest(s) incl. personal interests in items on the agenda and to include declarations of any gifts of hospitality – none received</li> <li>b. To receive declarations of lobbying for planning matters on the agenda – none received</li> <li>c. To receive requests for dispensation – none required</li> </ul>	
4. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) <ul style="list-style-type: none"> <li>a. Annual Meeting of 8<sup>th</sup> May 2024 for approval and signing as true and accurate record.</li> <li>b. Actions outstanding from last meeting were reviewed <ul style="list-style-type: none"> <li>i. Council to considered the submission of comment to the Norwich to Tilbury National Grid Consultation following attendance by councillors at consultation event. Clerk</li> <li>ii. Cllr Roberts: streetlamp and play area gates. Deferred until next meeting. Clerk to check with Cllr Roberts Clerk</li> <li>iii. Clerk noted that finally have confirmation from SCC that they have no objection to removal of grit bins and advised that this would be actioned with MSDC based on previous resolution to remove them. Maintenance of notice board and bus shelters was discussed along with the possibility of engaging two local lads whose educational experience includes the learning of such skills. Clerk thought that if the PC were to pay them as suggested that this would require formally employing them with all that entails so might not be the most cost effective option. Clerk had also had response from volunteer who has indicated that he would take these jobs on but would not be able to do so immediately. Clerk to seek advice from SALC on engaging the two young people for this. Clerk</li> <li>iv. Clerk advised that updates to standing orders and financial regulations have been published in preliminary form. Waiting for finalised updated documents before tailoring and presenting to council for adoption. Clerk</li> </ul> </li> </ul>	

So signed by the Chair at the meeting of 10<sup>th</sup> July 2024

<p>v. District Cllr Winch proposed that we try to find a volunteer for transfer of recycling public bins in play area to wheelie bin. Clerk to leaflet drop the area with request.</p> <p>c. Cllr Winch: Proposed a member is put forward as prospective trustee to the Old Town Trust charity. Cllr Mecrow advised that he had already applied as an individual rather than a parish councillor so this would assist with networking between the Parish Council and the Old Town Trust in the future.</p>	<p>Clerk</p> <p>Clerk</p>
<p>5. REPORTS FOR INFORMATION &amp; QUESTIONS - to receive written reports &amp; put questions:</p> <p>a. District Councillor Winch – Clerk reminded Cllr Winch about feedback on the request to MSDC for feedback on the planning process that led to the outcome on the Vine cottages application. Cllr Winch still following up.</p> <p>b. County Councillor Fleming – Cllr J Winch asked for an update on the promised flood survey. Cllr Fleming will obtain an update from the SCC Flood team and circulate or bring to the meeting next month. Cllr Mecrow raised the lack of county representation on the Stowlangtoft Bridge meeting and fears Walsham’s concerns may not get as much attention as those from West Suffolk parishes. Cllr Mecrow noted that proposals being put forward at the meeting will re-route traffic through Walsham. He asked that Cllr Fleming request that she attend these meetings to represent mid Suffolk interests. Clerk forwarded two emails to Cllr Fleming. Cllr Fleming was able to confirm that there are no standard protocols for cross border representation inf such circumstances but will follow up directly.</p> <p>Clerk to amalgamate the information from Cllr Mecrow’s report and that from the chair of the Stowlangtoft working group for publication on all usual channels.</p>	<p>RW</p> <p>JF</p> <p>JF</p> <p>Clerk</p>
<p>6. PUBLIC FORUM - To receive questions and matters of concern from members of the public in attendance with regard to items on the agenda and any other matters. No members of the public were present.</p>	
<p>7. REPORTS FROM WORKING GROUPS (Flood, CEP, Traffic) &amp; ACTION LOG REVIEWS</p> <p>a. <b>Traffic Group</b> – Council considered report (circulated 02/06/2024) and the proposals presented which were unanimously approved as follows:</p> <p>i. The PC to agree the specifications for consultation</p> <p>ii. The PC to agree to engage professional advice to confirm practicality of step 1 of the plan and to advise how these actions could be prioritised and implemented (pre-engagement online meeting between traffic consultants and working group members on 18<sup>th</sup> June)</p> <p>iii. The PC to agree the group will canvas opinion of residents of directly impacted roads and will leaflet the wider village community after we have taken advice from consultant</p> <p>Concerns of councillors about the potential costs of calming measures were noted and will be addressed with consultants who should be able to advise</p>	<p>TWG</p>

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<p>on way forward including the fund raising that would be required. Clerk to seek more information, including costs, from Hepworth Parish Council who have recently been through a similar process.</p> <p>b. To note the report back by email from Cllr Mecrow re the works to the A1088 Stowlangtoft Bridge (circulated 03/06/2024) and which was addressed with Cllr Fleming under 5 b.</p> <p>c. <b>CEP</b> - The Parish Council noted the very successful and well attended presentation on 6<sup>th</sup> June regarding our Community Emergency Plan. Cllr Bartholomew thanked Cllr Brookes for all the work she put into a very professional presentation to prospective volunteers. Volunteers are now being canvassed from amongst those who attended and also for the Emergency Rest Room training on 27<sup>th</sup> June in Memorial Hall from 18:00 – 21:00.</p> <p>d. Council noted the new date for postponed meeting with Environment Agency (EA) is 17<sup>th</sup> July.</p> <p><b>Flood Group</b> - It was decided that due to the limited response from flood affected residents that the meeting with them would also be postponed and another arranged subsequent to the meeting with the EA.</p> <p>Cllr Mecrow also noted for the record that the missing timbers from the banks of the stream by School Bridge have kindly been retrieved by Martineau estate contractors. The Clerk advised that SCC Flood team are aware that the need to contact us to arrange for collection. There are concerns that these need to be reinstated before any more heavy rains that will probably happen towards the end of summer/early autumn. Clerk was asked to chase SCC Flood team and cc in Cllr Fleming.</p>	<p>Clerk</p> <p>CEP WG</p> <p>FWG</p> <p>Clerk</p> <p>Clerk</p>
<p>8. PARISH COUNCIL OBJECTIVES 2024/25 (not covered under working groups - Footpaths, Shepherd's Grove, Bus Routes, Local Plan)</p> <p>a. Cllr Mecrow indicated his agreement to the proposal at last meeting that he, along with Cllr Belson, might be best placed to lead on the follow up with regard to the footpaths projects. Cllr Mecrow agreed to follow this up. Hopefully Cllr Belson will agree also.</p> <p>b. The action to be taken, if any, re deposition of tarmac and concrete on Fishponds Lane was considered and it was thought that this may have been removed. Cllrs J Winch and District Cllr R Winch will check and advise.</p> <p>c. Shepherd's Grove development DC/22/2190/HYB – The detailed concerns shared by Hepworth Parish Council, submitted to West Suffolk District Council, on the consultation process, the report on 3rd April to West Suffolk Development Control Committee, and the Shepherd's Grove Master Plan (circulated 24/05/2024) were noted. The Clerk was asked to note by comment on the West Suffolk planning portal, endorsing those concerns and raise our own concerns about consistency of communications as was agreed and saying that Walsham le Willows Parish Council expects to be included in these communications in the future.</p>	<p>Clerk</p>
<p>9. PLANNING &amp; LICENCING MATTERS</p>	

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| <p>a. APPLICATION FOR PLANNING PERMISSION - DC/24/02186 Proposal: Householder Application - Erection of single storey rear and side extensions and front porch. Location: 44 Townhouse Road, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3BP THE PARISH COUNCIL MADE NO COMMENT</p> <p>b. APPLICATION FOR PLANNING PERMISSION - DC/24/02180 Proposal: Householder application - Construction of replacement timber footbridge (following demolition of existing metal footbridge) Location: Sunnyside House, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BJ THE PARISH COUNCIL MADE NO COMMENT</p> <p>c. APPLICATION FOR PLANNING PERMISSION - DC/24/01920 Proposal: Planning Application - Siting of a non-permanent office unit in the farmyard. Location: Four Ashes Farm, Badwell Road, Walsham Le Willows, IP31 3BT THE PARISH COUNCIL MADE NO COMMENT</p> <p>d. APPLICATION FOR PLANNING PERMISSION - DC/24/02527 Proposal: Full Planning Application - Conversion of barn to form 1No dwelling (amended scheme to approved Class Q consent under DC/24/00473), including change of use of land to form residential garden. Location: Cobbold, West Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AP THE PARISH COUNCIL WERE IN SUPPORT OF THIS APPLICATION WITH THE CONDITION THAT A 30MPH LIMIT IS APPLIED TO WEST STREET The reasons for this condition being sought is that the site does not meet the criteria for connectivity to the main village and in particular for safe use by pedestrians and cyclists. This stretch of road currently has the national speed limit in spite of having a series of sharp bends and no footpaths whilst at the same time the area has growing residential use. There is a history of accidents on this stretch of road including a fatality, vehicle damage and damage to property from vehicles leaving the road. There are regular near misses for vehicles meeting oncoming traffic including HGVs crossing the carriageway and it is currently very unsafe for pedestrians and cyclists due to vehicle speeds. In addition, the pattern of land drainage/run-off is such that it creates regularly flooded roads in this location which then create treacherous conditions with the onset of freezing temperatures. Planners are asked to note that Walsham le Willows Parish Council have a community traffic working group and are engaging with traffic consultants re extending the 30mph limit in West Street as the number of homes will increase by 50% when the new barn conversions are completed. The Parish Council welcomes the bio-diversity gain plans that the applicants have stated.</p> <p>e. SECTION 17 NEW PREMISES LICENCE APPLICATION: Linton House, The Street, Walsham-Le-Willows, Bury St Edmunds IP31 3AZ (circulated 15/05/2024). Council discussed this licensing application and decided that a comment was not required. The Parish Council broadly welcomes this enterprise in the village but there were concerns about traffic and parking.</p> |  |
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<p>f. West Suffolk District Council Examination of Local Plan (Regulation 24) 2024. A response is not required until 3<sup>rd</sup> March 2025 and this was deferred to next agenda.</p>	
<p>10. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a. APPLICATION FOR LISTED BUILDING CONSENT - DC/24/00767 (and associated application for listed building consents) Proposal: Application for Listed Building Consent - Repairs to gable wall as per schedule of works. Location: Old Hall, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BN MSDC GRANTED PERMISSION</p> <p>b. APPLICATION FOR PLANNING PERMISSION - DC/24/01766 Proposal: Householder Application - Erection of single storey rear extension, front porch and insertion of first floor side window (following removal of existing conservatory). Location: 7 Staple Close, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3DB MSDC GRANTED PERMISSION</p>	
<p>11. FINANCE &amp; AUDIT</p> <p>a. The bank reconciliation for period ending 31<sup>st</sup> May 2024 was approved and signed.</p> <p>b. Accounts awaiting payment summary and invoices for payment were approved. (Appendix 1).</p> <p>c. A request for financial support from Suffolk Records Society (circulated 02/06/2024) was considered. Cllr Mecrow proposed a one-off donation of £100. This was seconded by Cllr Brookes and carried unanimously.</p> <p>d. Council considered request by disabled parishioner for an additional streetlight to be installed with reference to the costs that would fall to the Parish Council estimated by SCC as in region of 2400.00 + VAT (circulated 05/06/2024). Because of the costs, it was decided to defer a decision on this until streetlight 30 has been repaired and to ascertain if some adjustments could be made to increase the brightness of this lamp. Clerk to monitor and respond to resident.</p> <p>e. Council considered CIL funding request submitted by the Parochial Church Council and previously agreed in principle, based on the submission of the three quotes as requested by the Parish Council (quotes circulated 05/06/2024). Clerk to advise PCC that the grant would be made on receipt of an invoice.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>12. CLERK ACTION LOG, COUNCILLOR REPORTS &amp; CORRESPONDENCE</p> <p>a. Clerk's action log was considered for any matters of concern/note. Council content with plans as noted by Clerk for outstanding items.</p> <p>b. To consider and receive any other matters of concern/note for next agenda.</p> <p>i. Cllr Mecrow raised the correspondence from resident re the maintenance of grass around roses in closed churchyard. This was discussed at length. It was resolved to ask the Clerk to follow up with contractor in the first instance although it was noted that the Parish Council did not agree to maintain the rose bushes themselves and cutting this year has been difficult</p>	

So signed by the Chair at the meeting of 10<sup>th</sup> July 2024



## APPENDIX 1

## Payments for Authorisation JUNE 2024

#	Payments OUT	Amount	Description
1	Nurture Landscapes Ltd	396.00	Stream verge and Play Area maintenance
2	Nurture Landscapes Ltd	222.00	Stream verge and Play Area maintenance
3	Kevin Boardley	38.01	Reimbursement for website caching plugin renewal
4	MKM Agriculture	575.50	John Deere repairs (incl. collection and delivery)
5	SALC	386.40	Internal Audit Fee 2024
6	Suffolk Accident Rescue Service	100.00	Annual Donation s.137
7	Headway Suffolk	100.00	Annual Donation s.137
8	East Anglian Air Ambulance	100.00	Annual Donation s.137
9	East Anglia Children's Hospice	100.00	Annual Donation s.137
10	Mid Suffolk CAB	100.00	Annual Donation s.142 (general powers)
11	Suffolk West CAB	100.00	Annual Donation s.142 (general powers)
12	Wild Wood	500.00	Donation s.137 (3 of 3 - assistance with running costs)
13	Memorial Hall	27.00	Hall hire April
14	Parish Council Employee	1039.91	PAYE
15	Employers Payslip P30	-20.06	Nothing to pay to HMRC
#	Payments IN & Other Payments/Transfers	Amount	Description
	NONE		

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